



Fishguard & Goodwick Town Council Cyngor Tref Abergwaun ac Wdig

Town Hall, Fishguard, Pembrokeshire, SA65 9HE
Neuadd Y Dre, Abergwaun, Sir Benfro SA65 9HE

Clerk/Clerc: Catherine Bannister
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The **MINUTES** of the meeting of the **FINANCE** committee meeting held at the Town Hall, Fishguard at 7:00pm **MONDAY 23rd JULY 2018**

Councillor **Paul Mason** was in the Chair

Cath Bannister – Town Clerk *C Bannister*

Cllr. Paul Mason – Vice Chair *P Mason*

FINANCE MINUTES:

69/18 APOLOGIES: CLLR. MASON

To formally record apologies for absence and to record the attendance of Town Councillors.

Apologies were received from Cllr. Davidson - illness.

Those Cllrs. present, were:

Cllrs. Wyer, Ryan, Mason and Stokes

70/18 MINUTES OF THE LAST MEETING: CLLR. MASON

To approve and agree, the minutes of the previous meeting, held on 25.6.18, as a true and accurate record of the meeting.

It was resolved to accept the minutes of the meeting held on 25.6.18, as a true and accurate record of the meeting.

71/18 DECLARATIONS OF INTEREST: CLLR. MASON

To formally record any personal or pecuniary interests that a Town Councillor may have in any of the agenda items listed:

Cllr. Mason declared an interest in the following Agenda item:

Agenda item number 8 (4). Fishguard Flyers. Being a member of the Fishguard Flyers, Cllr. Mason declared he would not comment during the discussion of the application.

72/18 BUDGET UPDATE AND REVIEW: CLERK

Where are we now with the Town Council Finances?

The Clerk will give a financial breakdown with regards costs and forecasts.

The Financial Documents will be circulated and returned at the end of the meeting.

The Clerk is now working through the year-end financial audit.

As at 25.6.18, the balance of the TC accounts are:

General Account: £17,441.51
Reserve Account: £15,307.38
Christmas Account: £6,054.84
Mayors Fund: Nil
Mayors Allowance: Nil

The amount of cash raised at the church collection for the Civic Ceremony on 7.7.18, amounted to £224.06.

The Clerk had also been handed £40 cash for the Mayors Charity Fund by Cllr. Mason.

Total amount £264.06

The Clerk asked if the above cash, could be paid into petty cash and a bank transfer for £264.06 be made from the general account to the Mayors Fund account.

It was resolved to carry out this transaction as it would be a simple exchange of cash and save going to the bank in H/W to draw out petty cash.

The Clerk circulated the running accounts from 1.4.18 through to 23.7.18.

The Clerk circulated a list of the current spends by category.

It was resolved to accept the Financial Accounts as a true and accurate reflection of the Town Council Finances, which were agreed as being in good order.

73/18 TERMS OF REFERENCE FOR THE FINANCE COMMITTEE: CLLR. MASON

The Clerk had drafted a term of reference for the Finance committee.

It was discussed and then resolved to accept the document and to take it to the full Town Council meeting in September, for adoption by the Town Council.

73/18 RE-DISCOVERING ANCIENT CONNECTIONS: CLLR. MASON

The Pembrokeshire County Council have asked the Town Council to pledge £5k to this project over a three year period.

The content of the documentation was discussed.

It was resolved to take the matter to full Council for further discussion and for a more informed decision to be made.

74/18 PURCHASE OF TWO FURTHER DEFIBRILLATORS FOR THE TOWNS: CLLR. MASON

The Clerk had been making enquiries with the suppliers of defibrillators for the two Town Council owned telephone boxes.

It was resolved, to purchase a further two defibrillators at a cost of £2,800 including the outer housing units and training, from Cariad and to arrange further training for the local community.

The Clerk will progress this and place the order.

75/18 GRANT APPLICATIONS RECEIVED: CLLR. MASON

To review any grant applications received:

1. Round Table - £450 towards the hire of barriers and first aid provision at the Soap Box Derby. Approved in full.
2. Goodwick Scout Group - £420 towards camp kitchen equipment. Approved in full.
3. Transition Bro Gwaun - £200 towards the cost of film hire supporting the Oceans Awareness Day. Approved in full

4. Fishguard Flyers – Any amount towards new lane ropes for the swimming pool.
£500 awarded.
Cllr. Mason had previously declared a personal interest in this application and did not speak with regard to it.

Total amount to be paid out for good causes - £1,570.00

76/18 INVOICES FOR PAYMENT: CLLR MASON

The following invoices have been received and consideration must be given for payment:

Pembrokeshire County Council - £500 Rent
Right Price Print – £67.50 Printing for Civic Ceremony
Fishguard Bay Hotel - £1,583.60 Civic Ceremony meal and drinks
William Marshall and Co - £615.00 Accounting charges and assistance in preparation for the external audit.
BT - £342.61 to get out of the current agreement. This amount is credited to our new account with Onecom, so, we will not pay them again until the credit has been used up. The Clerk has this in writing.

77/18 DATES OF FUTURE MEETINGS: CLLR. MASON

Future meetings are scheduled for the fourth Monday of the month at 7pm:

24th September 2018
22nd October 2018
26th November 2018
10th December 2018
28th January 2019

78/18 URGENT MATTERS: CLLR MASON

Any matters that have come to the attention of the Town Council after the Agenda has been circulated, can be discussed here.

The Chair and the Clerk will need to be advised before the start of the meeting.

Please be advised that no resolution can be reached on non-agenda items but they can be discussed and referred to the relevant committee for further discussion.

There being no further business to discuss, the meeting was closed at 7:45pm